



Fundraising Policy

Purpose:	Samford Valley Steiner School recognises the importance of fundraising to support various initiatives, including the development of the library, building projects, and the Community Bursary Fund.	
Status:	Approved	Supersedes: Jan 2024
Authorised by:	Board	Date of Authorisation: April 2025
References:	<ul style="list-style-type: none"> • Community Bursary Policy • Parent Contribution Schedule • Parent Contribution Policy • Constitution • Ethical Gift Management Policy 	
Review Date:	Biannual	Next Review Date: April 2027
Policy Owner:	Board	

Policy

This policy outlines the guidelines and principles for fundraising activities at the school. Our fundraising efforts will be environmentally friendly, conscious of their impact on the environment, and aligned with the Steiner school ethos and values, including the use of sustainable products.

Fundraising Goals and Objectives

Library Fund

The Library Fund aims to raise funds to enhance and expand the resources available in the school library, promoting literacy and supporting the curriculum. Fundraising activities will focus on securing financial contributions, book donations, artwork donations and sponsorships from individuals, community organisations and businesses.

Building Fund

The Building Fund aims to raise funds for infrastructure development, maintenance and improvement of school facilities. Fundraising activities may include campaigns, grants, donations and events specifically designated for building projects and improvements.

Community Bursary Fund

The Community Bursary Fund aims to raise funds to provide financial assistance to eligible students and families, ensuring accessibility to a Steiner Education. Fundraising activities will be organised to generate donations, sponsorships and partnerships from individuals, organisations and businesses that align with the principles and values of Samford Valley Steiner School.

Roles and
Responsibility

Fundraising Sub Committee of the Board

- Monitoring and reviewing the development of fundraising programs;
- Providing strategic advice to management on philanthropic and related matters;
- Identifying, understanding and addressing potential areas of risk associated with the fundraising programs;
- Overseeing the performance of fundraising initiatives
- Compliance

SLT

- Provide overall strategic direction for fundraising initiatives, ensuring alignment with the school's vision and values.
- Review and approve fundraising proposals and ensure they comply with school policies and procedures.
- Allocate necessary resources including staff time, budget and facilities to support fundraising activities.
- Communicate the importance and progress of fundraising efforts to the school community and external stakeholders.
- Ensure that all fundraising activities adhere to ethical standards and practices.
- Report to the board as outlined in the Board Forward Schedule

College

- Actively participate in and support fundraising events
- Provide feedback and guidance on fundraising ideas and their suitability
- Work collaboratively with the Senior Leadership Team and Parents and Friends Group to ensure the success of fundraising efforts.

PAFA

- Plan, organise and execute fundraising events and activities in coordination with the school.
- Recruit and coordinate volunteers from the parent and wider school community to support fundraising efforts.
- Engage with the local community, businesses and organisations to secure sponsorships and donations.
- Promote fundraising events and activities through various channels, including social media, newsletters and word-of-mouth.
- Manage and account for funds raised, ensuring transparency and proper allocation of resources as per constitution.
- Foster a supportive and inclusive environment where all members of the school community feel encouraged to participate in fundraising efforts.

Gift Fund
Governance

The gift fund governance is overseen by the RSEGB Board.

Distribution of Surplus Assets to Another Entity	In alignment with the Constitution.
Environmental Responsibility	<p>Fundraising activities will prioritise environmental sustainability and responsible practices. Whenever possible, eco-friendly materials and sustainable products will be used for fundraising campaigns, events, and promotional materials. Efforts will be made to minimise waste and promote sustainable practices during fundraising activities.</p>
Ethical Practices	<p>All fundraising activities will be conducted in accordance with legal and ethical guidelines, including compliance with relevant not-for-profit fundraising laws and regulations. Transparency and accountability will be upheld in all financial transactions related to fundraising, ensuring that funds raised are allocated appropriately and used for their intended purposes.</p> <p>Funds raised will be reported to the community at regular intervals through media such as the school newsletter.</p> <p>Donor and Community Bursary applicants' privacy and confidentiality will be respected, and all personal information will be handled in accordance with privacy laws.</p> <p>Gifts will align with SVSS's values, mission and charitable purposes (library, building or community bursary). All donors will be evaluated and only funds that align with SVSS values will be accepted at the discretion of the Fundraising Subcommittee.</p>
Community Engagement	<p>Fundraising efforts will actively engage the Samford Valley Steiner School community, including parents, students, staff, alumni and local community members. Collaboration with community organisations, businesses and sponsors will be sought to enhance fundraising initiatives which have shared values and sustainable practices.</p> <p>Regular communication and updates about fundraising activities, goals and achievements will be provided to the school community through various channels, such as newsletters, website updates and social media platforms.</p>
Gift Management	SVSS reserves the right to decline any gift that may morally, ethically or legally expose the organisation, result in adverse publicity, require commitment or expenditure beyond the organisations resources, or involve the organisation in unexpected responsibilities because of their source, restricted condition or purpose.